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12 DEC 1963

DD/S&T 2267-63

**MEMORANDUM FOR:** Assistant Director/Computer Services  
Assistant Director/ELINT  
Assistant Director/Research & Development  
Assistant Director/Scientific Intelligence  
Assistant Director/Special Activities  
Chief, Foreign Missile & Space Analysis  
Center

**SUBJECT:** Government Economy

1. Attached for your information, in line with discussions at the DD/S&T Staff Meeting on Wednesday, 11 December, are copies of the following documents:

- a. Action Memorandum No. 319, dated 6 December 1963, subject: "President's Memorandum on Government Economy"
- b. Action Memorandum No. 320, dated 6 December 1963, subject: "On-Duty Strength: Entrance on Duty of New Employees"
- c. Action Memorandum No. 321, dated 6 December 1963, subject: "Reduction of Demands on Agency Support"
- d. Letter to DCI from Director of Bureau of the Budget, dated 7 December 1963
- e. Summary of Statement by DCI to USIB Principals and Committee Chairmen Regarding the President's Memorandum of 30 November 1963 on Economy in Government

2. Your attention is invited specifically to two Action Memoranda, numbers 320 and 319. The impact of the content of

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No. 320 is immediate. Note that the language in the first sentence re-establishes your previous authorized strength to that figure represented by your on-duty strength as of 30 November 1963. Until the provisions of this particular Action Memorandum are withdrawn or modified, this office will assume the responsibility of undertaking the right of exception to enter on duty new employees. [redacted]

[redacted] will shortly be in touch with you to establish interim and informal procedures on this matter. Your attention is further invited to paragraph 2 of Action Memorandum No. 319. The particular impact here is that the desire for economy is immediate and now during this current fiscal year and not plans to effect such economies commencing FY 1965. I believe we can assume for argument that any action levied by an operating component upon any of the Agency's support components for any type of expenditure of funds will be reviewed in minute detail. Any such action on your part, of necessity, should therefore be highly defensible and include precise and specific justification. This office will undertake the responsibility of developing the report requested for submission by 15 December 1963.

Signed: John F. Blake

JOHN F. BLAKE  
Executive Officer  
Deputy Director  
(Science and Technology)

Attachments:  
as stated

Distribution:

- 1 - AD/CS
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EO/DD/S&T:Blake: [redacted] 12 Dec 63

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ORIGINAL DOCUMENT MISSING PAGE(S):

Attachment